

## CHAPTER 2 NURSING EDUCATION PROGRAMS

[Prior to 8/26/87, Nursing Board[590] Ch 2]

### **655—2.1(152) Definitions.**

*“Approval”* means recognition status given to nursing education programs based on their compliance with the criteria specified in this chapter.

*“Clinical facilities”* means resources that provide experiences with or related to patients/clients for application and reinforcement of didactic content.

*“Clinical nurse preceptor”* means a registered nurse or licensed practical nurse practicing in a clinical setting who serves for a specified period of time as a role model and clinical resource person to an individual enrolled in an approved nursing education program.

*“Controlling institution”* means the institution that has authority and administrative accountability for the program(s).

*“Curriculum”* means didactic and clinical educational experiences developed, implemented and evaluated by faculty to facilitate achievement of program objectives and meet the learning needs of students.

*“Faculty”* means the teaching staff in nursing. *“Faculty”* also means individuals who teach nursing in a nursing education program or who are hired to teach in a program on the basis of education, licensure or practice as a registered nurse. This definition includes anyone who provides didactic or clinical instruction in nursing when assigned by the program to provide this instruction for courses in the curriculum. The definition applies regardless of the amount of time spent teaching, level of payment, type of contract, temporary nature of the position, or location of the learner.

*“First professional degree”* means the title conferred by a college or university that signifies completion of the academic requirements for beginning practice in a given profession and a level of professional skill beyond that normally required for a baccalaureate degree.

*“Head of the program”* means the dean, chairperson, director, or coordinator of the nursing education program(s) who is responsible for the administration of the program(s).

*“Master’s degree”* means the title conferred by a college or university upon completion of a program of graduate study that requires a level of academic accomplishment and subject mastery substantially beyond that required for a baccalaureate degree.

*“NCLEX®”* means the National Council Licensure Examination, the examination currently used for initial licensure as a registered nurse or licensed practical nurse.

*“Program”* means a course of study that leads to a nursing diploma, degree or certificate. Multiple-site programs offered by one controlling institution shall be considered one program if the philosophy and curriculum of all the sites are the same. Programs eligible for board approval shall include all of the following:

1. At least a one academic year course of study or its equivalent in theory and practice as described by the board that leads to a diploma in practical nursing and to eligibility to apply for practical nurse licensure by examination as described in 655—Chapter 3.

2. At least a two academic year course of study or its equivalent in theory and practice as described by the board that leads to a degree in nursing and to eligibility to apply for registered nurse licensure by examination as described in 655—Chapter 3.

3. A course of study designed for registered nurses that leads to a baccalaureate degree with a major in nursing.

4. A postbaccalaureate course of study that leads to a master’s degree with a major in nursing.

5. A course of study designed for registered nurses that leads to a master’s degree with a major in nursing.

6. A course of study designed for registered nurses who hold a master's degree in nursing that leads to a certificate in advanced practice nursing. When the certificate is in a clinical specialty area, the course of study shall lead to eligibility to apply for certification in the clinical specialty by a national professional nursing organization approved by the board and to eligibility for registration as an advanced registered nurse practitioner as described in 655—Chapter 7.

7. A post-master's course of study that leads to a doctoral degree with a major in nursing.

#### **655—2.2(152) Approval of programs.**

**2.2(1) Approval status.** The board shall determine the approval status of each program. The board shall review all programs within a controlling institution at the same time when feasible. The board shall provide written documentation of program approval status to the head of the program and the controlling institution.

**2.2(2) Interim approval.** Interim approval shall be granted to a new program that meets the requirements specified in this rule.

a. A controlling institution that proposes to establish or reopen a program shall:

(1) Submit a written statement of intent to the board at least nine months prior to the expected opening date.

(2) Utilize an advisory committee composed of representatives of the community and nurses. Minutes of meetings shall be on file.

(3) Submit the following information to the board at least six months prior to the expected opening date:

1. Program philosophy, objectives and purpose that reflect the proposed level of education.

2. Organizational chart.

3. Budget that demonstrates sufficient financial resources to plan, implement and sustain the program.

4. Curriculum that meets the criteria in rule 2.5(152).

5. Evidence of provision of educational facilities and services that enable the program to meet its objectives and the learning needs of students.

6. Evidence of availability of clinical facilities and resources to meet curriculum objectives.

7. Evidence of provision of qualified faculty as defined in rule 2.6(152).

8. Tentative time schedule for planning and implementing the program.

b. The board may conduct a site visit to the controlling institution and clinical facilities to validate information submitted by the program prior to determining interim approval status.

c. The board shall grant interim approval, deny interim approval, or seek additional information, based upon review of the statement of intent, written information submitted by the program, and the written report of a site visit if conducted.

d. The head of the program shall be employed by the controlling institution for a minimum of six months prior to the expected opening date.

e. Faculty shall be employed by the controlling institution prior to the beginning of teaching assignments. Sufficient time shall be allowed for orientation and preparation for teaching. Faculty members who teach nursing shall meet the qualifications outlined in subrule 2.6(2).

f. The head of the program shall submit nine copies of a progress report at least three weeks prior to each regularly scheduled board meeting until full approval as described in subrule 2.2(3) is granted by the board.

g. The controlling institution shall publish the interim approval status of the program.

h. Interim approval shall continue until the board reviews the program following graduation of the first class and submission of results of the national examinations for licensure or advanced practice certification, if applicable.

**2.2(3) Approval procedure.**

a. The board shall provide to the program the schedule and criteria for approval. The board shall provide supporting information upon request.

b. The program shall provide to the board a self-assessment report that addresses all aspects of the program outlined in rules 2.3(152) to 2.9(152) and that documents how the criteria for approval are met. Documentation may include current information submitted by the program to other approving and accrediting entities.

c. A representative of the board shall make a site visit to the program prior to expiration of approval status or if there is evidence that the program does not meet the criteria for approval. The purpose of a site visit is to determine if the program meets the criteria for approval. The site visit may be conducted jointly with representatives of other approving and accrediting entities. The board may conduct a site visit to clinical facilities used for student learning experiences.

d. The board shall provide to the head of the program a report addressing the self-assessment and site visit. The head of the program shall be provided an opportunity to respond. The report and program response shall be submitted for board review.

e. The board shall determine the approval status of the program.

(1) Full approval may be granted or continued for up to six years.

(2) Provisional approval may be granted to a program that has had interim or full approval if the board determines that the program does not meet the criteria for approval. The board shall:

1. Meet with representatives of the program prior to the program's placement on provisional approval to determine the length of provisional approval and to identify outcomes and time limits. The board may require progress reports and a site visit.

2. Meet with representatives of the program prior to expiration of the program's provisional approval to determine if outcomes are met.

3. Deny or withdraw approval if the board determines that the program failed to meet the conditions for approval.

**2.2(4) Closure of an approved program.** Prior to program closure, the controlling institution shall submit a written plan for board approval. The plan shall include reasons for closure, and date of closure defined as the date when the last student graduates. The plan shall also address provision for graduation of enrolled students, retention of adequate numbers of qualified faculty, retention of approved curriculum, maintenance of educational resources and student services, and provision for student and graduate transcripts. When a program plans to close prior to graduation of the enrolled students who are actively taking nursing courses, the plan shall be submitted to the board at least 12 months prior to closure. The board may shorten the 12-month time period if the board determines that the controlling institution has made adequate provisions for enrolled students.

a. *Voluntary closure.* The program shall continue to meet the criteria for board approval until all enrolled students have graduated or the board has approved a plan for closure prior to graduation of the students. The board may require progress reports during the closure process.

b. *Closure as a result of denial or withdrawal of board approval.* The controlling institution shall implement the time frame established by the board for transfer of enrolled students to an approved program and report to the board the date of transfer for each student by name. Program closure shall occur when the last student has transferred. The board may require progress reports during the closure process.

c. *Record storage.* Prior to closure, the controlling institution shall notify the board of the location and maintenance of student and graduate transcripts and records.

**655—2.3(152) Organization and administration of the program.**

**2.3(1)** The program shall meet the following criteria:

a. *Authorization.* Authorization for conducting a program is granted in accordance with Iowa Code chapter 261B. Such authorization is provided by the Iowa secretary of state.

*b. Authority and administrative responsibility.* The authority and administrative responsibility of the program shall be vested in the head of the program who is responsible to the controlling institution.

*c. Organizational chart.* The organization chart(s) shall clearly indicate the lines of authority and communication within the program and with the central administration, other units within the controlling institution, cooperating agencies, and advisory committees.

*d. Finances.*

(1) The controlling institution shall allocate adequate funds to carry out the purposes of the program.

(2) The head of the program shall prepare the budget with the assistance of the faculty.

*e. Ethical practices.* Ethical practices and standards, including those for recruitment and advertising, shall be consistent with those of the controlling institution and shall be made available to students and prospective students.

*f. Contractual agreements.* Written contractual agreements shall exist between the program and the clinical facilities. The agreements shall include:

(1) Identification of responsibilities of both parties related to patient or client services.

(2) Faculty control, selection and guidance of student learning experiences.

(3) Provision for termination of the agreement.

(4) Provision for annual review.

*g. Accrediting and approving agencies.*

(1) The controlling institution or program shall be accredited by the Higher Learning Commission of the North Central Association of Colleges and Schools.

(2) When the program is located in a community college, the controlling institution shall be approved by the Iowa department of education.

(3) When the program is offered under the auspices of the United States armed forces, it shall be accredited by the U.S. Department of the Army.

*h. Philosophy/mission and objectives.* The faculty shall develop a philosophy or mission statement and objectives that shall be:

(1) Consistent with the philosophy or mission of the controlling institution.

(2) Reflective of faculty beliefs about nursing, education and professional standards.

(3) A guide in the development, implementation and evaluation of the program.

(4) Available to students and prospective students.

*i. Program evaluation.* A written plan shall outline the evaluation process for all aspects of the program and identify the methodology, tools, responsible parties and time frame. Evidence of implementation shall reflect achievement of program objectives.

**2.3(2)** The head of a program shall meet the following requirements:

*a.* Current licensure as a registered nurse in Iowa. An individual is currently licensed when licensed in another state and recognized for licensure in this state pursuant to the nurse licensure compact contained in Iowa Code chapter 152E.

*b.* Two years of experience in clinical nursing.

*c.* Two years of experience in nursing education.

*d.* Academic qualifications:

(1) The head of a program who was employed on July 1, 1992, shall be considered adequately prepared as long as that person remains in that position.

(2) The head of a program hired after July 1, 1992, shall have a master's or doctoral degree with a major in nursing at either level at the time of hire. A first professional degree as defined in rule 2.1(152) does not meet this requirement. The date of hire is the first day employed as head of the program with compensation at a particular nursing education program.

(3) If a program offers a baccalaureate or higher degree in nursing, the head of the program shall have a doctoral degree at the time of hire.

*e.* Submission of qualifications to the board office within one month of appointment.

f. The nursing education programs in the community colleges shall have one head of the program per community college district.

**655—2.4(152) Resources of the controlling institution.** The controlling institution is responsible for provision of resources adequate to meet program needs.

a. *Human resources.* Human resources shall include the following:

- (1) Head of program.
- (2) Faculty.
- (3) Secretarial and other support and staff services to ensure appropriate use of faculty time and expertise.

b. *Physical resources.* Physical resources may include the following:

- (1) Classrooms, conference rooms, laboratories, offices, and equipment.
- (2) Student facilities.

c. *Learning resources.* Learning resources shall include the following:

- (1) Library.
- (2) Print media.
- (3) Computer-mediated resources.

**655—2.5(152) Curriculum.**

**2.5(1)** The curriculum of a program shall:

- a. Reflect the philosophy/mission and objectives of the program.
- b. Identify program outcomes.
- c. Reflect current nursing, education, and professional standards.
- d. Be consistent with the laws governing the practice of nursing.
- e. Ensure sufficient preparation for the safe and effective practice of nursing.
- f. Include teaching/learning experiences and strategies that meet curriculum objectives.
- g. When offered within a college or university:
  - (1) Be comparable to the quality and requirements of other degree programs within the college or university.
  - (2) Be planned within the college or university calendar.
  - (3) Assign credit hours for lecture and clinical or laboratory experience that are consistent with the college or university pattern.

**2.5(2)** Prelicensure programs.

a. The curriculum of a program leading to eligibility for initial licensure as a licensed practical nurse or registered nurse shall include:

- (1) Content that is consistent with the practice of nursing as defined in Iowa Code section 152.1.
- (2) Content and learning experiences in nursing of clients throughout the life span during acute, episodic, and chronic illnesses and at the end of life.
- (3) Opportunity to participate in the nursing process and to develop skill in direct patient care, problem solving methodologies, clinical judgment, communication, and use of current equipment and technology.
- (4) Content in nursing history and trends, including professional, legal, and ethical aspects.
- (5) Supporting content from the natural and social sciences.

b. In addition to the requirements identified in paragraph “a,” the curriculum of a program leading to a diploma in practical nursing and to eligibility to apply for practical nurse licensure by examination shall:

- (1) Be consistent with the legal implications within the scope of practice of a licensed practical nurse as outlined in rules 655—6.3(152) and 655—6.6(152).
- (2) Focus on supportive or restorative care provided under the supervision of a registered nurse or physician pursuant to Iowa Code section 152.1(4).

(3) Provide content and learning experiences in medical, surgical, and gerontological nursing and nursing of childbearing families and children.

c. In addition to the requirements identified in paragraph “a,” the curriculum of a program leading to a degree in nursing and to eligibility to apply for registered nurse licensure by examination shall:

(1) Be consistent with the legal implications within the scope of practice of a registered nurse as outlined in rules 655—6.2(152) and 655—6.7(152).

(2) Focus on attaining, maintaining, and regaining health for individuals and groups by utilizing principles of leadership, management, and client education.

(3) Provide content and learning experiences in health promotion, illness prevention, and rehabilitation in the areas of medical, surgical, mental health, and gerontological nursing, nursing of childbearing and childrearing families, and nursing of children.

(4) Include nursing research and community health nursing when the program leads to a baccalaureate, master’s or doctoral degree.

**2.5(3)** Postlicensure programs for registered nurses who do not hold a baccalaureate degree in nursing.

a. The curriculum of a program that leads to a baccalaureate degree in nursing shall include content and learning experiences in nursing that will enable the student to achieve competencies comparable to outcomes of baccalaureate education.

b. The curriculum of a program that leads to a master’s degree in nursing shall include content and learning experiences in nursing that will enable the student to achieve competencies comparable to outcomes of baccalaureate education and master’s education.

**2.5(4)** Master’s, post-master’s, and doctoral programs for registered nurses who hold a baccalaureate degree in nursing.

a. The curriculum of a program leading to a master’s or doctoral degree in nursing shall include in-depth study of:

(1) Nursing science, including didactic content, learning experiences and research.

(2) Advanced role areas in nursing.

b. The curriculum of a program leading to a master’s degree or post-master’s certificate in a nursing clinical specialty area, eligibility to apply for certification in the specialty area by a national professional nursing organization approved by the board, and registration as an advanced registered nurse practitioner shall:

(1) Be consistent with the legal implications within the scope of practice of the advanced registered nurse practitioner as described in 655—Chapter 7.

(2) Include advanced didactic content and learning experiences in a specialty area of nursing.

**2.5(5)** Nursing courses with a clinical component. The nursing program shall notify students and prospective students that nursing courses with a clinical component may not be taken by a person:

a. Who has been denied licensure by the board.

b. Whose license is currently suspended, surrendered or revoked in any United States jurisdiction.

c. Whose license/registration is currently suspended, surrendered or revoked in another country due to disciplinary action.

## **655—2.6(152) Faculty.**

**2.6(1)** *Program requirements.* The program shall provide:

a. A sufficient number of faculty who satisfy the requirements in subrule 2.6(2) to meet program objectives.

b. Written personnel policies and position descriptions.

c. A faculty development program that furthers the competence of individual faculty members and the faculty as a whole.

d. A written teaching-load policy.

e. A nursing faculty organization that operates according to written bylaws and meets on a regular basis. Minutes shall be available for reference.

f. In a prelicensure program, a ratio of one faculty member to a maximum of eight students in practice situations involving direct patient care after September 1, 2002.

**2.6(2) Faculty member requirements.** A faculty member who teaches nursing shall meet the following requirements:

a. Current licensure as a registered nurse in Iowa prior to teaching. An individual is currently licensed when licensed in another state and recognized for licensure in Iowa pursuant to the nurse licensure compact contained in Iowa Code chapter 152E.

b. Two years of experience in clinical nursing.

c. Academic qualifications:

(1) A faculty member who was employed on July 1, 1992, shall be considered adequately prepared as long as that faculty member remains in that position. A faculty member who was hired to teach in a prelicensure registered nurse program after July 1, 1992, shall have at least a baccalaureate degree with a major in nursing or in an applicable field at the time of hire. This person shall make annual progress toward the attainment of a master's or doctoral degree with a major in nursing or in an applicable field. An individual who has earned a first professional degree as defined in rule 2.1(152), but does not hold a master's degree as defined in rule 2.1(152), must meet the requirement for annual progress. One degree shall be in nursing.

1. Applicable fields include but are not limited to education, counseling, psychology, sociology, health education, health administration, and public health. A person who wishes to fulfill this requirement with education in an applicable field not listed may petition the board for a determination of applicability.

2. The date of hire is the first day employed with compensation at a particular nursing education program.

3. Annual progress means a minimum of one course per year taken as part of an organized plan of study.

(2) A faculty member who was hired to teach after July 1, 1992, in a practical nursing program or the first level of an associate degree nursing program with a ladder concept shall have a baccalaureate or higher degree in nursing or in an applicable field at the time of hire.

(3) A registered nurse hired to teach in a master's program shall hold a master's or doctoral degree with a major in nursing at the time of hire. A first professional degree as defined in rule 2.1(152) does not meet this requirement. A registered nurse teaching in a clinical specialty area shall hold a master's degree with a major in nursing, advanced level certification by a national professional nursing organization approved by the board in the clinical specialty area in which the individual teaches, and current registration as an advanced registered nurse practitioner according to the laws of the state(s) in which the individual teaches. Faculty preparation at the doctoral or terminal degree level shall be consistent with the mission of the program.

(4) A faculty member hired only to teach in the clinical setting shall be exempt from subparagraphs (1) and (2) if the faculty member is closely supervised to ensure proper integration of didactic content into the clinical setting. If hired after July 1, 1992, a faculty member hired to teach only in the clinical setting shall have a baccalaureate degree in nursing or in an applicable field or shall make annual progress toward the attainment of such a degree.

(5) Pursuant to 655—Chapter 15, the head of a program may petition the board for a waiver of the requirements in subrules 2.3(2) and 2.6(2). Following review of the circumstances and effort by the program to meet the requirements, the board may issue a waiver for a specified period of time and indicate conditions that must be met.

**2.6(3) Functions of faculty.** Faculty members shall:

- a. Develop, implement, and evaluate the purpose, philosophy/mission, and objectives of the program.
- b. Design, implement, evaluate, and revise the curriculum.
- c. Provide students with written policies as specified in subrule 2.7(1).
- d. Participate in academic advising and guidance of students.
- e. Provide for admission, progression, and graduation of students.
- f. Provide for student, self, and peer evaluation of teaching effectiveness.
- g. Participate in activities to ensure competency in area(s) of responsibility.

**655—2.7(152) Program responsibilities.**

**2.7(1) Policies affecting students.** Programs shall provide for the development, implementation and communication of the following student policies concerning:

- a. Admission/enrollment. Licensure if applicable according to 655—subrule 3.2(1).
- b. Transfer or readmission.
- c. Withdrawal.
- d. Progression.
- e. Grading system.
- f. Suspension or dismissal.
- g. Graduation.
- h. Health.
- i. Counseling.
- j. Grievance procedure.

**2.7(2) Information about the program and controlling institution.** The following information shall be published at least every two years:

- a. Philosophy/mission and objectives of the program.
- b. General description of the program.
- c. Curriculum plan.
- d. Course descriptions.
- e. Resources.
- f. Faculty.
- g. Tuition, fees and refund policies.
- h. Ethical practices, including recruitment and advertising.
- i. Official dates.

**2.7(3) Program records.** The following records shall be dated and maintained according to the policies of the controlling institution:

- a. Course syllabi.
- b. Minutes.
- c. Faculty personnel records.
- d. Catalogs and program bulletins.

**2.7(4) Student and graduate records.**

a. Policies shall specify methods for permanent maintenance and protection of records against loss, destruction, and unauthorized use.

b. The final record shall include the official transcript and a summative performance statement.

(1) The final official transcript shall include:

1. Legal name of student.
2. Dates of admission, completion of the program and graduation.
3. Courses that were accepted for transfer.
4. Evidence of authenticity.

(2) The summative performance statement shall relate the performance of the student at the time of graduation to the program objectives.

**655—2.8(152) Clinical facilities.**

**2.8(1)** The clinical facilities shall provide learning experiences that meet curriculum objectives.

**2.8(2)** The program shall provide information to the board about clinical facilities used for learning experiences.

*a.* The clinical facilities shall be accredited/approved by the appropriate agencies.

*b.* There shall be evidence that student experiences are coordinated when more than one program uses the same facility.

**655—2.9(152) Preceptors.**

**2.9(1)** A clinical nurse preceptor shall be selected by the nursing program in collaboration with a clinical facility to provide supportive learning experiences consistent with curriculum objectives.

**2.9(2)** The qualifications of a clinical nurse preceptor shall be appropriate to support the philosophy/mission and goals of the program.

*a.* The clinical nurse preceptor shall be employed by or maintain a current written agreement with the clinical facility in which a preceptored experience occurs.

*b.* The clinical nurse preceptor shall be currently licensed as a registered nurse or licensed practical nurse according to the laws of the state in which the preceptor practices.

*c.* The clinical nurse preceptor shall function according to written policies for selection, evaluation and reappointment developed by the program. Written qualifications shall address educational preparation, experience and clinical competence.

*d.* The program shall be responsible for informing the clinical nurse preceptor of the responsibilities of the preceptor, faculty and students. The program shall retain ultimate responsibility for student learning and evaluation.

**2.9(3)** The program shall inform the board of clinical nurse preceptorship learning experiences.

*a.* Written preceptorship agreements shall be reviewed annually by the program.

*b.* The board may conduct a site visit to settings in which preceptorship experiences occur.

*c.* The rationale for the ratio of students to preceptors shall be documented by the program.

**2.9(4)** An individual who is not a registered nurse or a licensed practical nurse may serve as a preceptor when appropriate to the philosophy/mission and goals of the program.

**655—2.10(152) Results of graduates who take the licensure examination for the first time.** The program shall notify the board when the program or district national licensure examination passing percentage is lower than 95 percent of the national passing percentage for two consecutive calendar years. The NCLEX<sup>®</sup> passing percentage shall be based on all first-time applicants for registered nurse or licensed practical nurse licensure in any jurisdiction who take the examination within six months of graduation. Upon notification by the program, the board shall implement the following process:

**2.10(1)** The program shall submit to the board within six months an institutional plan for assessment and improvement of NCLEX<sup>®</sup> results, including outcomes and time lines. The plan shall address administration, faculty, students, curriculum, resources, policies and the nursing advisory committee.

**2.10(2)** The program shall submit annual progress reports to the board while the NCLEX<sup>®</sup> passing percentage remains below 95 percent of the national passing percentage.

**2.10(3)** The board may initiate provisional program approval as specified in subrule 2.2(3) if the program or district NCLEX<sup>®</sup> passing percentage does not equal or exceed 95 percent of the national passing percentage within two calendar years.

**655—2.11(152) Reports to the board.**

**2.11(1) *Annual reports.*** The board shall provide information to the program about the requirements of the report. The head of the program shall submit an annual report that includes:

- a. Progress toward achievement of goals identified by the program for the previous academic year.
- b. Qualifications and major responsibilities of the head of the program and each faculty member.
- c. Policies for admission, progression and graduation of students.
- d. Policies for student health and welfare.
- e. Current enrollment by class/cohort.
- f. Number of admissions and graduations per year for the past five years.
- g. Passing percentages of graduates on the national licensure examinations for the past five years.
- h. Employment data for graduates.
- i. Curriculum plan.
- j. Descriptions of resources, clinical facilities, preceptorship experiences and contractual arrangements.
- k. Copy of audited fiscal reports, including a statement of income and expenditures.
- l. Goals for the current academic year.
- m. Catalog of the controlling institution or program.

**2.11(2) *Special reports.*** The program shall notify the board of the following:

a. Change of controlling institution. Information shall include official name of the program(s) and controlling institution, organizational chart of the controlling institution and names of administrative officials.

- b. Changes in administrative personnel in the program or controlling institution.
- c. Opening of a new site or campus.

**2.11(3) *Changes requiring board approval and notification.***

a. The program shall submit nine copies of a proposed change for board approval at least three weeks prior to the next scheduled board meeting when the outcome will:

- (1) Lengthen or shorten the course of study.
- (2) Add or delete academic credit in a course required for graduation.
- (3) Alter graduation requirements.
- (4) Reduce the human, physical or learning resources provided by the controlling institution to meet program needs as described in rule 2.4(152).

b. The program shall submit one copy of a proposed change for board review at least three weeks prior to the next scheduled board meeting when the outcome will:

- (1) Substantively alter the philosophy/mission of the program.
- (2) Revise the predominant method of instruction or delivery, including transition from on-site to self-study or distance learning.
- (3) Rearrange the sequence of courses required for graduation.
- (4) Entail delivery of a cooperative program of study with an institution that does not provide a degree in nursing.

c. Board staff may request the program to submit nine copies of materials if a proposed change, including but not limited to those listed in paragraph "b," requires board approval.

These rules are intended to implement Iowa Code section 152.5 and chapter 152E.

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